



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

VIA FACSIMILE AND COUNTY MAIL

August 18, 2005

To: All Department Heads

From: David E. Janssen
Chief Administrative Officer

Board of Supervisors

GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

SENATE BILL 1262 (NONPROFIT INTEGRITY ACT OF 2004) FORUM

On February 8, 2005, on motion by Supervisor Burke, the Board of Supervisors instructed this Office to report back in 120 days on various actions to help ensure appropriate compliance with the Nonprofit Integrity Act of 2004 (SB 1262) as it relates to the County's nonprofit contractors. The Nonprofit Integrity Act of 2004 mandates certain financial disclosure and fiscal accountability requirements for certain charitable/nonprofit organizations. In response to the Board's instructions, this Office convened a Task Force of representatives from departments with significant experience in contracting with nonprofits and social services agencies.

On June 17, 2005, this Office reported back to the Board with recommendations and countywide guidelines to ensure contractors' compliance with the mandates of SB 1262, including solicitation and contract language, a compliance statement, and an informational fact sheet. In addition, we indicated that, in conjunction with staff from the Attorney General's Office, we would present a forum focused on the Nonprofit Integrity Act of 2004 mandates and compliance for nonprofits and charitable organizations. This memorandum serves as notice to departments regarding the meeting date for the forum and requests departments to assume the responsibility of notifying their nonprofit contractors of this event.

Please be advised that the SB 1262 Forum will be held on **Tuesday, September 27, 2005, from 9:00 a.m. to 12:00 noon at the Arboretum (Ayres Hall) of Los Angeles County, located at 301 North Baldwin Avenue, Arcadia, CA, 91007.** As seating will be limited at the Forum, it will be necessary for departments to RSVP with their expected number of attendees by **contacting Vincent Amerson of this Office no later than Thursday, September 15, 2005.** If you have any questions, please let me know, or your staff can contact Mr. Amerson at (213) 974-1168 or via email at vamerson@cao.co.la.ca.us.

DEJ:MKZ
VLA:os

c: Each Supervisor
Administrative Deputies (**via electronic mail**)
Executive Director, Office of Small Business